

ENVIRONMENTAL PROTECTION AGENCY (EPA)
PROCUREMENT PLAN (SBA)
 Source of funding (GOL)
FISCAL YEAR JANUARY 1, - DECEMBER 31, 2024


| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 |
|------------|----------|----------------------------|------------------------------|---------------------|-----------------|----------------------|------------------|--------------------------------|------------------|--------------------------------|---------------------------------------|--------------------------|---------------------------------|-------------------------------------|----------------------------|---------------------------------|--|-------------------------|----------|
| BASIC DATA | | | | | | | | IMPLEMENTATION DATES | | | | | | | | | | | |
| | Item NO. | Package number (Code) | Contract Package | Busine ss Reg. Code | Qty. | Estimated Cost (USD) | Procur e Metho d | Technical specs./Boo /Drawings | Prepare Bid Doc. | PC Approval Bid Doc/Tech Specs | Bid Invitatio n & Release of Bid Doc. | Bid Subm. public Opening | Subm. of Bid Evaluati on Report | PC Approval – Bid Evaluation Report | Contract Award & Signature | Advance payment (Mobilizati on) | Delivery Inspection (substanti al Completio n) | Accept. & Final Payment | Remark s |
| planned | 1 | IFB NO. EPA/SBA/RB/001/24 | Petroleum products | G-4661 | 26,694.370@4.81 | 128,399.92 | RB | 6/3/24 | 6/11/23 | 6/17/23 | 6/28/24 | 7/23/24 | 7/29/24 | 8/2/24 | 8/12/24 | N/A | 12/16/24 | 12/31/24 | |
| update | | | | | | | | | | | | | | | | | | | |
| Actual | | | | | | | | | | | | | | | | | | | |
| Planned | 2 | IFB NO. EPA/SBA/RFQ/001/24 | Event Catering | H-5621 | 1 Firm | 10,000.00 | RFQ | 6/3/24 | 6/11/23 | 6/17/23 | 6/28/24 | 7/15/24 | 7/19/24 | 7/25/24 | 8/2/24 | N/A | 12/16/24 | 12/31/24 | |
| Update | | | | | | | | | | | | | | | | | | | |
| Actual | | | | | | | | | | | | | | | | | | | |
| Planned | 3 | IFB NO. EPA/SBA/RB/002/24 | Personnel Non-life Insurance | K-6512 | 1 Firm | 60,000.00 | RB | 6/3/24 | 6/11/23 | 6/17/23 | 6/28/24 | 7/23/24 | 7/29/24 | 8/2/24 | 8/12/24 | N/A | 12/16/24 | 12/31/24 | |
| Update | | | | | | | | | | | | | | | | | | | |
| Actual | | | | | | | | | | | | | | | | | | | |
| | | Sub Total | | | | 198,399.92 | | | | | | | | | | | | | |

Submitted By: 
 Pescee T. Doe
 Assistant Manager/Procurement Unit

Date: June 24, 2024



Approved: _____
 Dr. Emmanuel Urey Yarkpawolo
 Executive Director/CEO Chairman Procurement Committee


 7/3/24

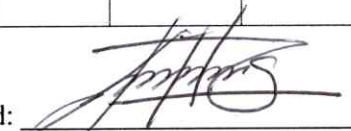
**ENVIRONMENTAL PROTECTION AGENCY (EPA)
PROCUREMENT PLAN (SBA)
Source of funding (GOL)
FISCAL YEAR JANUARY 1, - DECEMBER 30, 2023**

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 |
|------------------|-----------------------|----------------------------|--------------------|--------|----------------------|-------------------|--------------------------------|----------------------|--------------------------------|--------------------------------------|--------------------------|--------------------------------|-------------------------------------|----------------------------|--------------------------------|--|-------------------------|----------|----|
| BASIC DATA | | | | | | | | IMPLEMENTATION DATES | | | | | | | | | | | |
| Item NO. | Package number (Code) | Contract Package | Business Reg. Code | Qty. | Estimated Cost (USD) | Procure Method | Technical specs./Boo/ Drawings | Prepare Bid Doc. | PC Approval Bid Doc/Tech Specs | Bid Invitation & Release of Bid Doc. | Bid Subm. public Opening | Subm. of Bid Evaluation Report | PC Approval – Bid Evaluation Report | Contract Award & Signature | Advance payment (Mobilization) | Delivery Inspection (substantial Completion) | Accept. & Final Payment | Remarks | |
| planned | 4 | IFB NO. EPA/SBA/RFQ/002/24 | Vehicle Rental | H-4922 | 1 Firm | 10,000.00 | RFQ | 6/3/24 | 6/11/23 | 6/17/23 | 6/28/24 | 7/15/24 | 7/19/24 | 7/25/24 | 8/2/24 | N/A | 12/16/24 | 12/31/24 | |
| update | | | | | | | | | | | | | | | | | | | |
| Actual | | | | | | | | | | | | | | | | | | | |
| Planned | 5 | IFB NO. EPA/SBA/RB/003/24 | Vehicle Insurance | K-6512 | 1 Firm | 18,000.00 | RB | 6/3/24 | 6/11/23 | 6/17/23 | 6/28/24 | 7/23/24 | 7/29/24 | 8/2/24 | 8/12/24 | N/A | 12/16/24 | 12/31/24 | |
| Update | | | | | | | | | | | | | | | | | | | |
| Actual | | | | | | | | | | | | | | | | | | | |
| Planned | 6 | IFB NO. EPA/SBA/RB/004/24 | Air Tickets | N-7911 | 1 Firm | 205,000.00 | RB | 6/3/24 | 6/11/23 | 6/17/23 | 6/28/24 | 7/23/24 | 7/29/24 | 8/2/24 | 8/12/24 | N/A | 12/16/24 | 12/31/24 | |
| Update | | | | | | | | | | | | | | | | | | | |
| Actual | | | | | | | | | | | | | | | | | | | |
| Sub Total | | | | | | 233,000.00 | | | | | | | | | | | | | |


Submitted By: 
Pescee T. Doe

Assistant Manager/Procurement Unit

Date: June 24, 2024

Approved: 
Dr. Emmanuel Urey Yarkpawolo


Executive Director/CEO Chairman Procurement Committee




7/3/24

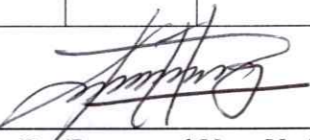



**ENVIRONMENTAL PROTECTION AGENCY (EPA)
PROCUREMENT PLAN (SBA)
Source of funding (GOL)
FISCAL YEAR JANUARY 1, - DECEMBER 31, 2024**

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 |
|------------------|-----------------------|----------------------------|---|--------|----------------------|------------------|--------------------------------|----------------------|--------------------------------|--------------------------------------|--------------------------|--------------------------------|-------------------------------------|----------------------------|--------------------------------|--|-------------------------|----------|----|
| BASIC DATA | | | | | | | | IMPLEMENTATION DATES | | | | | | | | | | | |
| Item NO. | Package number (Code) | Contract Package | Business Reg. Code | Qty. | Estimated Cost (USD) | Procure Method | Technical specs./Boo /Drawings | Prepare Bid Doc. | PC Approval Bid Doc/Tech Specs | Bid Invitation & Release of Bid Doc. | Bid Subm. public Opening | Subm. of Bid Evaluation Report | PC Approval – Bid Evaluation Report | Contract Award & Signature | Advance payment (Mobilization) | Delivery Inspection (substantial Completion) | Accept. & Final Payment | Remarks | |
| planned | 7 | IFB NO. EPA/SBA/RFQ/003/24 | Printing & Blinding | C-1812 | 1 Firm | 10,000.00 | RFQ | 6/3/24 | 6/11/23 | 6/17/23 | 6/28/24 | 7/15/24 | 7/19/24 | 7/25/24 | 8/2/24 | N/A | 12/16/24 | 12/31/24 | |
| update | | | | | | | | | | | | | | | | | | | |
| Actual | | | | | | | | | | | | | | | | | | | |
| Planned | 8 | IFB NO. EPA/SBA/RFQ/004/24 | Repair & maintenance office machinery & equipment | C-3312 | 1 Firm | 10,000.00 | RFQ | 6/3/24 | 6/11/23 | 6/17/23 | 6/28/24 | 7/15/24 | 7/19/24 | 7/25/24 | 8/2/24 | N/A | 12/16/24 | 12/31/24 | |
| Update | | | | | | | | | | | | | | | | | | | |
| Actual | | | | | | | | | | | | | | | | | | | |
| Planned | 9 | IFB NO. EPA/SBA/RB/005/24 | Garbage Collection | E3811 | 1 Firm | 12,000.00 | RB | 6/3/24 | 6/11/23 | 6/17/23 | 6/28/24 | 7/23/24 | 7/29/24 | 8/2/24 | 8/12/24 | N/A | 12/16/24 | 12/31/24 | |
| Update | | | | | | | | | | | | | | | | | | | |
| Actual | | | | | | | | | | | | | | | | | | | |
| Sub Total | | | | | | 32,000.00 | | | | | | | | | | | | | |

Submitted By: 
Pescee T. Doe
Assistant Manager/ Procurement Unit

Date: June 24, 2024



Approved: 
Dr. Emmanuel Urey Yarkpawolo
Executive Director/CEO Chairman Procurement Committee


7/3/24

**ENVIRONMENTAL PROTECTION AGENCY (EPA)
PROCUREMENT PLAN (SBA)
Source of funding (GOL)
FISCAL YEAR JANUARY 1, - DECEMBER 31, 2024**

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | |
|-------------------|-----------------|------------------------------|--------------------------------|---------------------------|-------------|-----------------------------|-----------------------|---------------------------------------|-------------------------|---------------------------------------|---|---------------------------------|---------------------------------------|--|---------------------------------------|---------------------------------------|---|------------------------------------|----------------|--|
| BASIC DATA | | | | | | | | IMPLEMENTATION DATES | | | | | | | | | | | | |
| | <i>Item NO.</i> | <i>Package number (Code)</i> | <i>Contract Package</i> | <i>Business Reg. Code</i> | <i>Qty.</i> | <i>Estimated Cost (USD)</i> | <i>Procure Method</i> | <i>Technical specs./Boo /Drawings</i> | <i>Prepare Bid Doc.</i> | <i>PC Approval Bid Doc/Tech Specs</i> | <i>Bid Invitation & Release of Bid Doc.</i> | <i>Bid Subm. public Opening</i> | <i>Subm. of Bid Evaluation Report</i> | <i>PC Approval – Bid Evaluation Report</i> | <i>Contract Award & Signature</i> | <i>Advance payment (Mobilization)</i> | <i>Delivery Inspection (substantial Completion)</i> | <i>Accept. & Final Payment</i> | <i>Remarks</i> | |
| planned | 10 | IFB NO. EPA/SBA/RFQ/005/24 | Publication | M-7310 | 1 Firm | 10,000.00 | RFQ | 6/3/24 | 6/11/23 | 6/17/23 | 6/28/24 | 7/15/24 | 7/19/24 | 7/25/24 | 8/2/24 | N/A | 12/16/24 | 12/31/24 | | |
| update | | | | | | | | | | | | | | | | | | | | |
| Actual | | | | | | | | | | | | | | | | | | | | |
| Planned | 11 | IFB NO. EPA/SBA/RFQ/006/24 | Internet Connectivity | J-6120 | 1 Firm | 9,532.80 | RFQ | 6/3/24 | 6/11/23 | 6/17/23 | 6/28/24 | 7/15/24 | 7/19/24 | 7/25/24 | 8/2/24 | N/A | 12/16/24 | 12/31/24 | | |
| Update | | | | | | | | | | | | | | | | | | | | |
| Actual | | | | | | | | | | | | | | | | | | | | |
| Planned | 12 | IFB NO. EPA/SBA/RFQ/007/24 | Repair & Maintenance Air Cond. | S-9522 | 1 Firm | 7,200.00 | RFQ | 6/3/24 | 6/11/23 | 6/17/23 | 6/28/24 | 7/15/24 | 7/19/24 | 7/25/24 | 8/2/24 | N/A | 12/16/24 | 12/31/24 | | |
| | | | | | | | | | | | | | | | | | | | | |
| | | Sub Total | | | | 26,732.80 | | | | | | | | | | | | | | |
| | | Total | | | | \$490,132.72 | | | | | | | | | | | | | | |

Submitted By: _____

Pesced T. Doe
Assistant Manager/Procurement Unit

Date: _____



Approved: _____

Dr. Emmanuel Urey Yarkpawolo
Executive Director/CEO Chairman Procurement Committee

MESA
7/3/24

**Environmental Protection Agency
SBA-Procurement Plan Explanatory Notes
Fiscal Year: January 1, - December 31, 2024**

| Item No. | Contract package code | Contract Package | Content of Contract Package |
|----------|----------------------------------|------------------------------|--|
| 1 | IFB NO. EPA/SBA/RB/001/ 24 | Petroleum Product | US\$128,399.92 from two separate budget lines fuel and lubricant generator & bus and vehicle was consolidate. This contract package is intended to hire a firm to supply Petroleum Product: Twenty-Six Thousand Six Hundred Ninety-Four Point Three-Seven Zero (26,694.370) gallons of diesel @ 4.81 per gallon the estimated cost for this contract package is \$128,399.92 (One Hundred -Twenty-Eight Thousand Three Hundred Ninety-Nine United States Dollars Ninety-Two Cents). |
| 2 | IFB NO. EPA/SBA/RFQ/001/24 | Event Catering | This contract package is intended to hire/contract catering services for several workshops, meetings, and trainings and other EPA programs at different location and time. This comes from two separate budget lines, Budget, workshop, conference, seminar, and EPA Annual Retreat. The estimated cost for this package is \$10,000.00 (Ten Thousand United States Dollars). |
| 3 | IFB NO. EPA/SBA/RB/002/ 24 | Personnel Non-life Insurance | This contract package is intended to hire a firm to provide medical insurance for all of EPA's staffs and senior management. This is from the budget line Staff Medical Insurance and the estimated cost for this contract package is \$60,000.00 (Sixty Thousand United States Dollars). |
| 4 | IFB NO. EPA/SBA/RFQ/002/24 | Vehicle Rental | This contract package is intended to hire a firm for the renting of vehicles for staffs of the EPA or its guests in and around Monrovia and some rural areas in Liberia. This is from two separate budget lines, Budget, conference Workshop, seminar and EPA Annual Retreat the estimated cost of this contract package is \$10,000.00 (Ten Thousand United States Dollars). |
| 5 | IFB NO. EPA/SBA/RB/003/24 | Vehicle Insurance | This package is intended to hire a firm/ insurance company to cover the insurance for 22 vehicles in the EPA or the vehicles that are not insured. The estimated cost of this contract package is \$18,000.00 (Eighteen Thousand United States Dollars) |

Submitted By: 
Pescee T. Doe
Assistant Manager/Procurement Unit



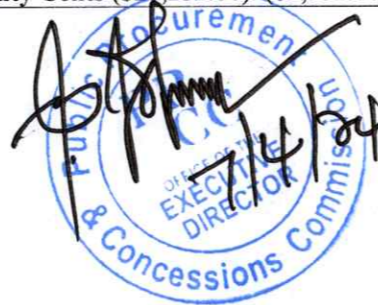
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WES
7/3/24

**Environmental Protection Agency
SBA-Procurement Plan Explanatory Notes
Fiscal Year: January 1, - December 31, 2024**

| Item No. | Contract package code | Contract Package | Content of Contract Package |
|----------|-------------------------------|---|--|
| 6 | IFB NO. EPA/SBA/RB/004/22 | Air Tickets | This contract package is intended to purchase air tickets for EPA staffs and foreign guests. This is from the budget line Foreign Travel Means of Travel and the estimated cost for this contract package is \$205,000.00 (Two-Hundred Five Thousand United States Dollars) . |
| 7 | IFB NO. EPA/SBA/RFQ/003/24 | Printing & Blinding | This contract package is intended to hire a firm for the printing and binding the following: This is from the budget lines, Printing, Binding & Publication. <ul style="list-style-type: none"> A. Printing of documents B. Binding of documents C. Printing of call cards D. Printing of invitations E. Printing of banners F. Printing on National Reports G. Printing of Stickers H. Printing of Flyers I. Printing of Souvenir programs J. Printing of T-Shirt The cost of this contract package is \$10,000.00 (Ten Thousand United States Dollars Seventy Cents) . |
| 8 | IFB NO. EPA/SBA/RFQ/004/24 | Repair and maintenance Office machinery & equipment | This contract package is intended to repair and maintain the follow items: <ul style="list-style-type: none"> A. Desktop computers B. Laptop computers C. Printers This is from the budget line Routine repair & maintenance of office equipment and the cost of this contract package is \$10,000 (Ten Thousand United States Dollars) . |
| 9 | IFB NO. EPA/SBA/RB/005/24 | Garbage Collection | This contract package is to collect garbage from the EPA compound. This comes from the budged line Waste Disposal /Libra Sanitation . The estimated cost of this contract package is \$12,000.00 (Twenty-Thousand United States dollars) . |
| 10 | IFB NO. EPA/SBA/RFQ/005/24 | Publication | This contract package is intended for advertising in different local dallies for the publication of IFB, REOI and IPQ. This comes from the budged line Advertising, Publication & Media Relation and the estimated cost for this contract package is \$10,000.00 (Ten Thousand United States dollars) . |
| 11 | IFB NO. EPA/SBA/RFQ/006/24 | Internet Connectivity | This contract package is intended to hire a firm to provide internet services to the EPA. This comes from budget lines Telecommunication, Internet, Postage & Courier. The estimated cost for this package is Twenty-Eight Thousand Two Hundred Fifty-Two United States Dollars Eighty Cents (\$28,252.80) . (\$9,532.80) of this amount goes towards Internet Connectivity . |

Submitted by: 
Pescee T. Doe/Assistant Manager/Procurement Unit



E.K.U-y

WESB
7/3/24

**Environmental Protection Agency
SBA-Procurement Plan Explanatory Notes
Fiscal Year: January 1, - December 31, 2024**

| Item No. | Contract package code | Contract Package | Content of Contract Package |
|----------|-------------------------------|--|---|
| 12 | IFB NO. EPA/SBA/RFQ/007/24 | Repair & Maintenance of Air Conditioners | This contract package is intended to repair and service all of EPA's Air conditions. It is from two separate budget lines Refrigeration/Air Condition and Office equipment. The estimated cost of this contract package is \$14,400.00 (Fourteen Thousand Four Hundred United States Dollars) of this amount, Seven Thousand Two Hundred (\$7,200) goes towards Repair & Maintenance Air Conditioners. |

Submitted By: _____


Pescee T. Doe

Assistant Manager/Procurement Unit

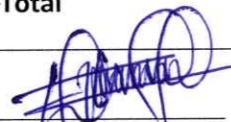
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WES
7/3/24



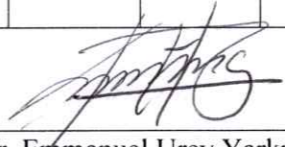
**ENVIRONMENTAL PROTECTION AGENCY (EPA)
ANNUAL PROCUREMENT PLAN (NON-SBA)
Source of funding: (GOL)
FISCAL YEAR JANUARY 1, - DECEMBER 31, 2024**


| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | |
|------------|----------|------------------------|---------------------|--------------------|----------|----------------------|-----------------|-------------------------------|------------------|--------------------------------|--------------------------------------|--------------------------|--------------------------------|-------------------------------------|----------------------------|--------------------------------|--|-------------------------|---------|--|
| BASIC DATA | | | | | | | | IMPLEMENTATION DATES | | | | | | | | | | | | |
| | Item NO. | Package number (Code) | Contract Package | Business Reg. Code | Qty. | Estimated Cost (USD) | Procure. Method | Technical specs./Boo/Drawings | Prepare Bid Doc. | PC Approval Bid Doc/Tech Specs | Bid Invitation & Release of Bid Doc. | Bid Subm. public Opening | Subm. of Bid Evaluation Report | PC Approval – Bid Evaluation Report | Contract Award & Signature | Advance payment (Mobilization) | Delivery Inspection (substantial Completion) | Accept. & Final Payment | Remarks | |
| Planned | 1 | IFB NO. EPA/NCB/001/24 | Computer supplies | G-4741 | Assorted | 39,492.00 | NCB | 6/3/24 | 6/11/23 | 6/17/23 | 6/28/24 | 7/23/24 | 7/29/24 | 8/2/24 | 8/12/24 | N/A | 12/16/24 | 12/31/24 | | |
| Update | | | | | | | | | | | | | | | | | | | | |
| Actual | | | | | | | | | | | | | | | | | | | | |
| Planned | 2 | IFB NO. EPA/NCB/002/24 | Stationery | G-4761 | Assorted | 48,144.00 | NCB | 6/3/24 | 6/11/23 | 6/17/23 | 6/28/24 | 7/23/24 | 7/29/24 | 8/2/24 | 8/12/24 | N/A | 12/16/24 | 12/31/24 | | |
| Update | | | | | | | | | | | | | | | | | | | | |
| Actual | | | | | | | | | | | | | | | | | | | | |
| Planned | 3 | IFB NO. EPA/NCB/003/24 | Furniture & Fixture | G-4659 | Assorted | 25,960.00 | NCB | 6/3/24 | 6/11/23 | 6/17/23 | 6/28/24 | 7/23/24 | 7/29/24 | 8/2/24 | 8/12/24 | N/A | 12/16/24 | 12/31/24 | | |
| Update | | | | | | | | | | | | | | | | | | | | |
| Actual | | | | | | | | | | | | | | | | | | | | |
| | | | Sub –Total | | | \$113,596.00 | | | | | | | | | | | | | | |

Submitted By: 
Pescee T. Doe
Assistant Manager/Procurement Unit

Date: June 24, 2024



Approved: 
Dr. Emmanuel Urey Yarkpawolo
Executive Director/CEO Chairman Procurement Committee

7/3/24 

**ENVIRONMENTAL PROTECTION AGENCY (EPA)
ANNUAL PROCUREMENT PLAN (NON-SBA)
Source of funding: (GOL)
FISCAL YEAR JANUARY 1, - DECEMBER 31, 2024**

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 |
|------------|-----------------------|------------------------|--------------------|--------|----------------------|-------------------|--------------------------------|----------------------|--------------------------------|--------------------------------------|--------------------------|--------------------------------|-------------------------------------|----------------------------|--------------------------------|--|-------------------------|----------|----|
| BASIC DATA | | | | | | | | IMPLEMENTATION DATES | | | | | | | | | | | |
| Item NO. | Package number (Code) | Contract Package | Business Reg. Code | Qty. | Estimated Cost (USD) | Procure. Method | Technical specs. /Boo/Drawings | Prepare Bid Doc. | PC Approval Bid Doc/Tech Specs | Bid Invitation & Release of Bid Doc. | Bid Subm. public Opening | Subm. of Bid Evaluation Report | PC Approval – Bid Evaluation Report | Contract Award & Signature | Advance payment (Mobilization) | Delivery Inspection (substantial Completion) | Accept. & Final Payment | Remarks | |
| Planned | 4 | IFB NO. EPA/RFQ/001/24 | Air conditioners | G-4759 | Firms | 7,200.00 | RFQ | 6/3/24 | 6/11/23 | 6/17/23 | 6/28/24 | 7/15/24 | 7/19/24 | 7/25/24 | 8/2/24 | N/A | 12/16/24 | 12/31/24 | |
| Update | | | | | | | | | | | | | | | | | | | |
| Actual | | | | | | | | | | | | | | | | | | | |
| Planned | 5 | IFB NO. EPA/RFQ/002/24 | Website Hosting | J-6311 | 1 Firm | 6,900.00 | RFQ | 6/3/24 | 6/11/23 | 6/17/23 | 6/28/24 | 7/15/24 | 7/19/24 | 7/25/24 | 8/2/24 | N/A | 12/16/24 | 12/31/24 | |
| Update | | | | | | | | | | | | | | | | | | | |
| Actual | | | | | | | | | | | | | | | | | | | |
| Planned | 6 | IFB NO. EPA/RB/002/24 | Vehicles | G-4510 | 2 Units | 125,000.00 | RB | 6/3/24 | 6/11/23 | 6/17/23 | 6/28/24 | 7/23/24 | 7/29/24 | 8/2/24 | 8/12/24 | N/A | 12/16/24 | 12/31/24 | |
| Update | | | | | | | | | | | | | | | | | | | |
| Actual | | | | | | | | | | | | | | | | | | | |
| | | | Sub –Total | | | 139,100.00 | | | | | | | | | | | | | |

Submitted By: _____

Pescee T. Doe

Assistant Manager/Procurement Unit

Date: _____



Approved: _____

Dr. Emmanuel Urey Yarkpawolo

Executive Director/CEO Chairman Procurement Committee

Handwritten signature
7/3/24

**ENVIRONMENTAL PROTECTION AGENCY (EPA)
ANNUAL PROCUREMENT PLAN (NON-SBA)**

Source of funding: (GOL)

FISCAL YEAR JANUARY 1, - DECEMBER 31, 2024

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | |
|------------|-----------------------|------------------------|--------------------------------|--------|----------------------|-------------------|-------------------------------|----------------------|--------------------------------|--------------------------------------|--------------------------|--------------------------------|-------------------------------------|----------------------------|--------------------------------|--|-------------------------|----------|----|--|
| BASIC DATA | | | | | | | | IMPLEMENTATION DATES | | | | | | | | | | | | |
| Item NO. | Package number (Code) | Contract Package | Business Reg. Code | Qty. | Estimated Cost (USD) | Procure. Method | Technical specs./Boo/Drawings | Prepare Bid Doc. | PC Approval Bid Doc/Tech Specs | Bid Invitation & Release of Bid Doc. | Bid Subm. public Opening | Subm. of Bid Evaluation Report | PC Approval – Bid Evaluation Report | Contract Award & Signature | Advance payment (Mobilization) | Delivery Inspection (substantial Completion) | Accept. & Final Payment | Remarks | | |
| Planned | 7 | IFB NO. EPA/RB/003/24 | Repair and maintenance Vehicle | G-4520 | 1 Firm | 18,000.00 | RB | 6/3/24 | 6/11/23 | 6/17/23 | 6/28/24 | 7/23/24 | 7/29/24 | 8/2/24 | 8/12/24 | N/A | 12/16/24 | 12/31/24 | | |
| Update | | | | | | | | | | | | | | | | | | | | |
| Actual | | | | | | | | | | | | | | | | | | | | |
| Planned | 8 | IFB NO. EPA/RFQ/003/24 | Hall rental | L-6810 | 4 Firms | 9,500.00 | RFQ | 6/3/24 | 6/11/23 | 6/17/23 | 6/28/24 | 7/15/24 | 7/19/24 | 7/25/24 | 8/2/24 | N/A | 12/16/24 | 12/31/24 | | |
| Update | | | | | | | | | | | | | | | | | | | | |
| Actual | | | | | | | | | | | | | | | | | | | | |
| Planned | 9 | IFB NO. EPA/RB/004/24 | Print Media Services | J-5813 | 1 Firm | 30,000.00 | RB | 6/3/24 | 6/11/23 | 6/17/23 | 6/28/24 | 7/23/24 | 7/29/24 | 8/2/24 | 8/12/24 | N/A | 12/16/24 | 12/31/24 | | |
| Update | | | | | | | | | | | | | | | | | | | | |
| Actual | | | | | | | | | | | | | | | | | | | | |
| | | | | | | Sub -Total | | | | | | | | | | | | | | |
| | | | | | | 57,500.00 | | | | | | | | | | | | | | |

Submitted By: _____

Pescee T. Doe

Assistant Manager/Procurement Unit

Date: _____

June 24, 2024

Approved: _____

Dr. Emmanuel Urey Yarkpawolo

Executive Director/CEO Chairman Procurement Committee

[Handwritten signature]
7/3/24



**ENVIRONMENTAL PROTECTION AGENCY (EPA)
ANNUAL PROCUREMENT PLAN (NON-SBA)
Source of funding: (GOL)
FISCAL YEAR JANUARY 1, - DECEMBER 31, 2024**

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | |
|------------|----------|-----------------------|----------------------------------|--------------------|----------|----------------------|-----------------|-------------------------------|------------------|--------------------------------|--------------------------------------|--------------------------|--------------------------------|-------------------------------------|----------------------------|--------------------------------|--|-------------------------|---------|--|
| BASIC DATA | | | | | | | | IMPLEMENTATION DATES | | | | | | | | | | | | |
| | Item NO. | Package number (Code) | Contract Package | Business Reg. Code | Qty. | Estimated Cost (USD) | Procure. Method | Technical specs./Boo/Drawings | Prepare Bid Doc. | PC Approval Bid Doc/Tech Specs | Bid Invitation & Release of Bid Doc. | Bid Subm. public Opening | Subm. of Bid Evaluation Report | PC Approval – Bid Evaluation Report | Contract Award & Signature | Advance payment (Mobilization) | Delivery Inspection (substantial Completion) | Accept. & Final Payment | Remarks | |
| Planned | 10 | IFB NO. EPA/RB/005/24 | Repair and maintenance Generator | C-3314 | 1 Firm | 18,000.00 | RB | 6/3/24 | 6/11/23 | 6/17/23 | 6/28/24 | 7/23/24 | 7/29/24 | 8/2/24 | 8/12/24 | N/A | 12/16/24 | 12/31/24 | | |
| Update | | | | | | | | | | | | | | | | | | | | |
| Actual | | | | | | | | | | | | | | | | | | | | |
| Planned | 11 | IFB NO. EPA/RB/006/24 | Scratch Card | J-6190 | Assorted | 18,000.00 | RB | 6/3/24 | 6/11/23 | 6/17/23 | 6/28/24 | 7/23/24 | 7/29/24 | 8/2/24 | 8/12/24 | N/A | 12/16/24 | 12/31/24 | | |
| Update | | | | | | | | | | | | | | | | | | | | |
| Actual | | | | | | | | | | | | | | | | | | | | |
| Planned | 12 | IFB NO. EPA/RB/007/24 | Cleaning Materials | G-4773 | Assorted | 22,179.96 | RB | 6/3/24 | 6/11/23 | 6/17/23 | 6/28/24 | 7/23/24 | 7/29/24 | 8/2/24 | 8/12/24 | N/A | 12/16/24 | 12/31/24 | | |
| Update | | | | | | | | | | | | | | | | | | | | |
| Actual | | | | | | | | | | | | | | | | | | | | |
| | | | Sub –Total | | | 58,179.96 | | | | | | | | | | | | | | |

Submitted By: _____

Pescee T. Doe

Assistant Manager/Procurement Unit

Date: _____

June 24, 2024

Approved: _____

Dr. Emmanuel Urey Yarkpawolo


Executive Director/CEO Chairman Procurement Committee

Handwritten signature
7/3/24

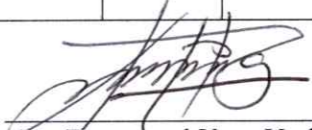



**ENVIRONMENTAL PROTECTION AGENCY (EPA)
ANNUAL PROCUREMENT PLAN (NON-SBA)
Source of funding: (GOL)
FISCAL YEAR JANUARY 1, - DECEMBER 31, 2024**

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 |
|------------|-----------------------|------------------------|---------------------------------|--------|----------------------|---------------------|--------------------------------|----------------------|--------------------------------|--------------------------------------|--------------------------|--------------------------------|-------------------------------------|----------------------------|--------------------------------|--|-------------------------|----------|----|
| BASIC DATA | | | | | | | | IMPLEMENTATION DATES | | | | | | | | | | | |
| Item NO. | Package number (Code) | Contract Package | Business Reg. Code | Qty. | Estimated Cost (USD) | Procure Method | Technical specs./Bids/Drawings | Prepare Bid Doc. | PC Approval Bid Doc/Tech Specs | Bid Invitation & Release of Bid Doc. | Bid Subm. public Opening | Subm. of Bid Evaluation Report | PC Approval - Bid Evaluation Report | Contract Award & Signature | Advance payment (Mobilization) | Delivery Inspection (substantial Completion) | Accept. & Final Payment | Remarks | |
| Planned | 13 | IFB NO. EPA/RB/008/24 | Uniforms & Specialized Clothing | G-4771 | Assorted | 15,000.00 | RB | 6/3/24 | 6/11/23 | 6/17/23 | 6/28/24 | 7/23/24 | 7/29/24 | 8/2/24 | 8/12/24 | N/A | 12/16/24 | 12/31/24 | |
| Update | | | | | | | | | | | | | | | | | | | |
| Actual | | | | | | | | | | | | | | | | | | | |
| Planned | 14 | IFB NO. EPA/RFQ/004/24 | Food Stuff | G-4711 | Assorted | 5,000.00 | RFQ | 6/3/24 | 6/11/23 | 6/17/23 | 6/28/24 | 7/15/24 | 7/19/24 | 7/25/24 | 8/2/24 | N/A | 12/16/24 | 12/31/24 | |
| Actual | | | | | | | | | | | | | | | | | | | |
| | | | Sub -Total | | | 20,000.00 | | | | | | | | | | | | | |
| | | | Total | | | \$388,375.96 | | | | | | | | | | | | | |

Submitted By: 
Pesce T. Doe
Assistant Manager/Procurement Unit


Date: June 24, 2024

Approved: 
Dr. Emmanuel Urey Yarkpawolo
Executive Director/CEO Chairman Procurement Committee


7/3/24



**Environmental Protection Agency
NON-SBA-Procurement Plan Explanatory Notes
Fiscal Year: January 1, - December 31, 2024**

| Item No. | Contract package code | Contract Package | Content of Contract Package |
|----------|------------------------|--|--|
| 1 | IFB NO. EPA/NCB/001/24 | Computer Supplies | <p>This contract package is intended for the purchase of Computers and accessories for the EPA. This is from the budget line Computer supply & ICT Related Activities. The package is broken down into the following:</p> <ul style="list-style-type: none"> A. Desktop computers B. Laptop computers C. Extended Hard drive D. Pen drive E. Wireless mouse <p>The estimated cost for this contract package is \$39,492.00 (Thirty-Nine Thousand Four Hundred Ninety-Two United States Dollars).</p> |
| 2 | IFB NO. EPA/NCB/002/24 | Stationery  | <p>This contract package is intended to purchase assorted stationery supply for various departments, units, sections. This is taken from budget lines Stationery Supplies. The items to be purchase are:</p> <ul style="list-style-type: none"> A. A4 Paper B. HP 61 C. HP 63 D. Cartridge 85A E. Cartridge 737 F. Cartridge 440/441 G. Cartridge 445/446 H. Cartridge I. Legal paper J. Folder A4 Size K. Royal Bond paper L. 207A Ink M. Staple machines N. 30A Cartridge O. Note pads P. pens Q. Flip charts & stand R. Name tag S. Plastics folders <p>The estimated cost for this package is \$48,144.00 (Forty-Eight Thousand One Hundred Forty-Four United States Dollars).</p> |
| 3 | IFB NO. EPA/NCB/003/24 | Furniture & Fixture | <p>This contract package is intended to hire a firm for the supply of assorted furniture & fixture. Below are the furniture & fixture to be procured:</p> <ul style="list-style-type: none"> a. Desk (Executive, semi-executive, regular) b. Chairs (Executive, semi-executive, regular & visitor) c. Carpet d. Curtains e. Shelves <p>The estimated cost for this contract package is \$25,960.00 (Twenty -Five Thousand Nine Hundred Sixty United States Dollars).</p> |

Submitted by: _____



Pescee T. Doe/Assistant Manager/Procurement Unit




Environmental Protection Agency
NON-SBA-Procurement Plan Explanatory Notes
Fiscal Year: January 1, - December 31, 2024

| Item No. | Contract package code | Contract Package | Content of Contract Package |
|--|------------------------|--------------------------------|---|
| 4 | IFB NO. EPA/RB/001/24 | Air conditioners | This contract package is intended for the purchase of Air conditioners for the EPA. It is from two separate budget lines Refrigeration/Air Condition and Office equipment. The estimated cost of this contract package is \$14,400.00 (Fourteen Thousand Four Hundred United States Dollars) of this amount, Seven Thousand Two Hundred (\$7,200.00) goes towards purchase of Air Conditioners. |
| 5 | IFB NO. EPA/RFQ/001/24 | Website Hosting | This contract package is intended to procure for website development for the EPA. The estimated cost is \$6,900.00 (Six Thousand Nine Hundred United States Dollars). |
| 6 | IFB NO. EPA/RB/002/24 | Vehicle | This contract package is intended to procure two (2) vehicles for EPA. The estimated cost for this package is \$125,000.00 (One Hundred Twenty-Five Thousand United States Dollars). |
| 7 | IFB NO. EPA/RB/003/24 | Repair and maintenance vehicle | This contract package is intended to hire a firm or garage for the servicing of all EPA vehicles. The estimated cost for this package is \$18,000.00 (Eighteen Thousand United States Dollars) |
| 8 | IFB NO. EPA/RFQ/002/24 | Hall rental | This contract package is for hall rental for EPA workshops, trainings, conferences and seminars at different location and time. This is from two separate budget line Budget, workshop & seminar and EPA Annual Retreat. The estimated cost for this contract package is \$9,500.00 (Fifteen Thousand United States Dollars). |
| <p>Note: Total amount allotted for Budget, conference, workshop & Seminar & EPA Annual Retreat is \$164,900.00. Expenditure activities from two separate budget lines Budget, conference, workshop and seminar and EPA Annual Retreat: Event Catering \$10,000.00, Hall Rental \$9,500.00, Vehicle Rental \$7,000.00. Grand Total \$26,500.00. Balance \$138,400.00. This amount is for Daily Subsistence Allowance (DSA) for workshop, conference, seminar and annual retreat.</p> | | | |

Submitted By: 
 Pescee T. Doe
 Assistant Manager/Procurement Unit



E.K.U.Y

W.S.Y
7/13/24

**Environmental Protection Agency
NON-SBA-Procurement Plan Explanatory Notes
Fiscal Year: January 1, - December 31, 2024**

| Item No. | Contract package code | Contract Package | Content of Contract Package | | | | | | |
|----------|------------------------|----------------------------------|---|--------|-----------------------|------------|-------|----------------|------------|
| 9 | IFB NO. EPA/RB/004/24 | Print media Services | This contract package is intended to hire local radio stations to air all announcement from the EPA in all of the fifteen (15) Counties. This is taken from the budget line Advertising; Publication & Media Relation and the estimated cost of this contract package is \$30,000.00 (Thirty Thousand United States Dollars) . | | | | | | |
| 10 | IFB NO. EPA/RB/005/24 | Repair and maintenance Generator | This package is intended to procure the service of a firm to carry out the routine repairs and maintenance of the EPA'S generators. The estimated cost of this package is \$18,000.00 (Eighteen Thousand United States Dollars) . | | | | | | |
| 11 | IFB NO. EPA/RB/006/24 | Scratch Card | This contract package is taken from the budget line Telecommunication, internet, Postage & Courier and is intended to procure scratch cards for the Executive Director, Deputy Executive Director and other Managers and Assistant Managers. <table border="1" style="width: 100%; margin-top: 10px;"> <tr> <td>Lot 1.</td> <td>Lonstar scratch cards</td> <td>Qty. 1,800</td> </tr> <tr> <td>Lot 2</td> <td>Orange Liberia</td> <td>Qty. 1,800</td> </tr> </table> <p>The estimated cost for this contract package is \$18,000.00 (Eighteen Thousand United States Dollars).</p> | Lot 1. | Lonstar scratch cards | Qty. 1,800 | Lot 2 | Orange Liberia | Qty. 1,800 |
| Lot 1. | Lonstar scratch cards | Qty. 1,800 | | | | | | | |
| Lot 2 | Orange Liberia | Qty. 1,800 | | | | | | | |
| 12 | IFB NO. EPA/RB/007/24 | Cleaning Materials | This contract package is intended to hire a firm to supply assorted cleaning materials to the EPA. This is from the budget line Cleaning Materials and the estimated cost of this contract package is \$22,179.96 (Twenty-Two Thousand One Hundred Seven-Nine United States Dollars Ninety-Six Cents) . | | | | | | |
| 13 | IFB NO. EPA/RB/008/24 | Uniforms & Specialized clothing | This contract package is intended to hire a firm to supply assorted uniforms materials to the EPA. This is from the budget line Uniforms & specialized clothing and the estimated cost of this contract package is \$15,000.00 (Fifteen Thousand United States Dollars) . | | | | | | |
| 14 | IFB NO. EPA/RFQ/003/24 | Food Stuff | This contract package is intended to procure for assorted entertainment items for the Executive Director, Deputy Executive Director, Managers and Assistant Managers. This is taken from the budget line Department. The estimated cost is \$5,000.00 (Five Thousand United States Dollars) . | | | | | | |

Note: Satcom subscription is to be paid to Satcom Liberia to cover the monthly subscriptions for the Executive and Deputy Executive Director. \$30 x 12 months each, which equals to **\$ 720.00 (Seven Hundred and Twenty United States Dollars)**. This is from the budget line Telecommunication, Internet, Postage & Courier. **Total amount allotted for \$28,252.80. Expenditure activities: Scratch Card \$18,000.00, Satcom \$720.00 and Internet \$ 9,532.80. Grand Total \$28,252.80.**

Submitted by: 
Pescee T. Doe / Assistant Manager/Procurement Unit



EKGUY

WES
2/3/24

**ENVIRONMENTAL PROTECTION AGENCY (EPA)
ANNUAL PROCUREMENT PLAN (CONSULTANCY)
Source of funding: (GOL)
FISCAL YEAR JANUARY 1, - DECEMBER 31, 2024**

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 |
|------------|-----------------------|----------------------------------|------------------------------|----------------------|----------------------|------------------|---|----------------------|----------------------|---------------------------------|---|--|---|-------------------------|-------------------------------|---|--|--------------------------|---------------------------------------|----------|
| ITEM NO. | BASIC DATA | | | | | | | IMPLEMENTATION DATES | | | | | | | | | | | | |
| | PACKAGE NUMBER (CODE) | CONTRACT PACKAGE | Business Reg. Code | No. of FIRMS/PERSONS | ESTIMATED COST (USD) | SELECTION METHOD | REQUEST FOR EXPRESSION OF INTEREST, if applicable | | | | | | REQUEST FOR PROPOSALS AND APPROVAL OF AWARD | | | | | | | |
| | | | | | | | PREP. OF TOR & PC APPROVAL | PUBLICATION OF REOI | REOI CLOSING/OPENING | SUBMISSION OF EVALUATION REPORT | PC APPROVAL-EVALUATION REPORT/SHORTLIST | PREPARATION & SUBMISSION OF RFP DOCUMENT | PC APPROVAL - FINAL TOR/RFP DOCUMENT | INVITATION OF PROPOSALS | PROPOSAL SUBMISSION & OPENING | SUBMISSION OF TECHNICAL & FINANCIAL EVALUATION REPORT | PC APPROVAL-COMBINED EVALUATION REPORT | CONTRACT AWARD & SIGNING | COMPLETION (FINAL REPORT) AND PAYMENT | |
| PLANNED | 1 | EOI NO. EPA/CON/ICS/01/2024 | Audit Services | M-6920 | 1 | 10,000.00 | ICS | 06/3/24 | 07/5/24 | 07/22/24 | 08//13/24 | 08/22/24 | 08/30/24 | 09/11/24 | 09/20/24 | 09//30/24 | 10/10/24 | 10//18/24 | 10/25/24 | 12/31/24 |
| UPDATE | | | | | | | | | | | | | | | | | | | | |
| ACTUAL | | | | | | | | | | | | | | | | | | | | |
| PLANNED | 2 | EOI NO. EPA/CON/ICS/02/2024 | Architectural Services | M-7110 | 1 | 40,000.00 | ICS | 06/3/24 | 07/5/24 | 07/22/24 | 08//13/24 | 08/22/24 | 08/30/24 | 09/11/24 | 09/20/24 | 09//30/24 | 10/10/24 | 10//18/24 | 10/25/24 | 12/31/24 |
| UPDATE | | | | | | | | | | | | | | | | | | | | |
| ACTUAL | | | | | | | | | | | | | | | | | | | | |
| PLANNED | 3 | EOI NO. EPA/E&E/CON/ICS/003/2024 | Feasibility Studies analysis | M-7490 | 1 | 40,000.00 | ICS | 06/3/24 | 07/5/24 | 07/22/24 | 08//13/24 | 08/22/24 | 08/30/24 | 09/11/24 | 09/20/24 | 09//30/24 | 10/10/24 | 10//18/24 | 10/25/24 | 12/31/24 |
| UPDATE | | | | | | | | | | | | | | | | | | | | |
| ACTUAL | | | | | | | | | | | | | | | | | | | | |
| SUB- TOTAL | | | | | | \$90,000.00 | | | | | | | | | | | | | | |

Submitted By: 
Pescee T. Doe

Assistant Manager/Procurement Unit


Date:



Approved:


Dr. Emmanuel Urey Yarkpawolo

Executive Director/CEO Chairman Procurement Committee


7/3/24

**ENVIRONMENTAL PROTECTION AGENCY (EPA)
ANNUAL PROCUREMENT PLAN (CONSULTANCY)
Source of funding: (GOL)
FISCAL YEAR JANUARY 1, - DECEMBER 31, 2024**

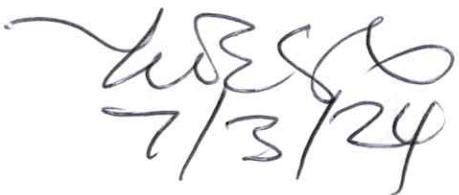
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | |
|----------|-----------------------|----------------------------------|-----------------------------------|----------------------|----------------------|------------------|----------------------------|---|----------------------|---------------------------------|---|--|---|-------------------------|-------------------------------|---|--|--------------------------|---------------------------------------|----------|--|
| ITEM NO. | BASIC DATA | | | | | | | IMPLEMENTATION DATES | | | | | | | | | | | | | |
| | PACKAGE NUMBER (CODE) | CONTRACT PACKAGE | Business Reg. Code | No. of FIRMS/PERSONS | ESTIMATED COST (USD) | SELECTION METHOD | PREP. OF TOR & PC APPROVAL | REQUEST FOR EXPRESSION OF INTEREST, if applicable | | | | | REQUEST FOR PROPOSALS AND APPROVAL OF AWARD | | | | | | | | |
| | | | | | | | | PUBLICATION OF REOI | REOI CLOSING/OPENING | SUBMISSION OF EVALUATION REPORT | PC APPROVAL-EVALUATION REPORT/SHORTLIST | PREPARATION & SUBMISSION OF RFP DOCUMENT | PC APPROVAL - FINAL TOR/RFP DOCUMENT | INVITATION OF PROPOSALS | PROPOSAL SUBMISSION & OPENING | SUBMISSION OF TECHNICAL & FINANCIAL EVALUATION REPORT | PC APPROVAL-COMBINED EVALUATION REPORT | CONTRACT AWARD & SIGNING | COMPLETION (FINAL REPORT) AND PAYMENT | | |
| PLANNED | 4 | EOI NO. EPA/CON/ICS/04/2024 | Monitoring & Supervision Services | M-7490 | 1 | 40,000.00 | ICS | 06/3/24 | 07/5/24 | 07/22/24 | 08//13/24 | 08/22/24 | 08/30/24 | 09/11/24 | 09/20/24 | 09//30/24 | 10/10/24 | 10//18/24 | 10/25/24 | 12/31/24 | |
| PLANNED | 5 | EOI NO. EPA/CON/ICS/05/2024 | Engineering Services | M-7110 | 1 | 40,000.00 | ICS | 06/3/24 | 07/5/24 | 07/22/24 | 08//13/24 | 08/22/24 | 08/30/24 | 09/11/24 | 09/20/24 | 09//30/24 | 10/10/24 | 10//18/24 | 10/25/24 | 12/31/24 | |
| UPDATE | | | | | | | | | | | | | | | | | | | | | |
| ACTUAL | | | | | | | | | | | | | | | | | | | | | |
| PLANNED | 6 | EOI NO. EPA/E&E/CON/ICS/006/2024 | Management Consultancy Services | M-7020 | 1 | 40,000.00 | ICS | 06/3/24 | 07/5/24 | 07/22/24 | 08//13/24 | 08/22/24 | 08/30/24 | 09/11/24 | 09/20/24 | 09//30/24 | 10/10/24 | 10//18/24 | 10/25/24 | 12/31/24 | |
| UPDATE | | | | | | | | | | | | | | | | | | | | | |
| ACTUAL | | | | | | | | | | | | | | | | | | | | | |
| | SUB- TOTAL | | | | | \$120,000.00 | | | | | | | | | | | | | | | |
| | TOTAL | | | | | \$210,000.00 | | | | | | | | | | | | | | | |
| | GRANT- TOTAL | | | | | \$1,088,508.68 | | | | | | | | | | | | | | | |

Submitted by: 
Pescee T. Doe
Assistant Manager/Procurement Unit

Date: June 24, 2024



Approved: 
Dr. Emmanuel Urey Yarkpawolo
Executive Director/CEO Chairman Procurement Committee


7/3/24

**Environmental Protection Agency
Procurement Plan Explanatory Notes (Consultancy)
Fiscal Year: January 1, - December 31, 2024**

| Item No. | Contract package code | Contract Package | Content of Contract Package |
|----------|------------------------------|------------------------------|---|
| 1 | EOI NO. EPA/CON/ICS/001/2024 | Audit Services | This contract package is intended to hire/contract an individual consultant to Audit all EPA's Activities and Projects. The contract value is \$10,000 (Ten Thousand United States Dollars) . |
| 2 | EOI NO. EPA/CON/ICS/002/2024 | Architectural Services | This contract package is intended to hire/contract a firm or Individual Consultant to draft and finalize the blue print of EPA's Head Quarter in Margibi County. The contract value is \$40,000 (Forty Thousand United States dollars) . This contract package is taken from the budget line Feasibility Studies & Surveys (\$200,000.00) |
| 3 | EOI NO. EPA/CON/ICS/003/2024 | Feasibility Studies analysis | This contract package is intended to hire/contract a firm or Individual Consultant to do field research and investigation on EPA's land and soil testing. The contract value is \$40,000.00 (Forty Thousand United States Dollars) . This contract package is taken from the budget line Professional Studies & Surveys (\$200,000.00) |

Submitted by: _____

Pescee T. Doe/Assistant Manager/Procurement Unit



E.K.U-y

*WSSD
7/3/24*

**Environmental Protection Agency
Procurement Plan Explanatory Notes (Consultancy)
Fiscal Year: January 1, - December 31, 2024**

| Item No. | Contract package code | Contract Package | Content of Contract Package |
|----------|------------------------------|-----------------------------------|--|
| 4 | EOI NO. EPA/CON/ICS/004/2024 | Monitoring & Supervision Services | <p>This contract package is intended to hire/contract a firm or individual consultant to do monitoring & supervision of all EPA's Projects and do a comprehensive report to the Executive.</p> <p>The contract value is \$40,000.00 (Forty Thousand United States Dollars). This contract package is taken from the budget line Feasibility Studies & Surveys (\$200,000.00)</p> |
| 5 | EOI NO. EPA/CON/ICS/005/2024 | Engineering Services | <p>This contract package is intended to hire/contract a firm or individual Consultant to give technical engineering advises to Senior management on the finalize blue print & construction work of EPA's Head Quarter in Margibi County.</p> <p>The contract value is \$40,000 (Forty Thousand United States dollars). This contract package is taken from the budget line Professional Studies (\$200,000.00)</p> |
| 6 | EOI NO. EPA/CON/ICS/006/2024 | Management Consultancy Services | <p>This contract package is intended to hire/contract a firm or individual Consultant to strengthen all disaster management research and investigation on the Environment and submit a comprehensive report for implementation.</p> <p>The contract value is \$40,000.00 (Forty Thousand United States Dollars). This contract package is taken from the budget line Feasibility Studies & Surveys (\$200,000.00)</p> |



Submitted by: _____

Pescee T. Doe/Assistant Manager/Procurement Unit

WES/O
7/3/24

Eky

Environmental Protection Agency (EPA)
 Internal Cash Plan for 2024

| Object of Expenditure | Original Appropriation | January | February | March | April | May | June | Total | July | August | September | Total | October | November | December | Total |
|--|------------------------|-----------|-----------|-----------|-----------|-----------|-----------|------------|-----------|-----------|-----------|------------|-----------|-----------|-----------|------------|
| 120-0100-1-01-001-000000-00000-0560-00-00-221101 | 40,928.28 | 3,410.69 | 3,410.69 | 3,410.69 | 3,410.69 | 3,410.69 | 3,410.69 | 10,232.07 | 3,410.69 | 3,410.69 | 3,410.69 | 10,232.07 | 3,410.69 | 3,410.69 | 3,410.69 | 10,232.07 |
| 120-0100-1-01-001-000000-00000-0560-00-00-221102 | 112,860.00 | 9,405.00 | 9,405.00 | 9,405.00 | 9,405.00 | 9,405.00 | 9,405.00 | 28,215.00 | 9,405.00 | 9,405.00 | 9,405.00 | 28,215.00 | 9,405.00 | 9,405.00 | 9,405.00 | 28,215.00 |
| 120-0100-1-01-001-000000-00000-0560-00-00-221104 | 221,029.88 | 18,419.14 | 18,419.14 | 18,419.14 | 18,419.14 | 18,419.14 | 18,419.14 | 55,257.42 | 18,419.14 | 18,419.14 | 18,419.14 | 55,257.42 | 18,419.14 | 18,419.14 | 18,419.14 | 55,257.42 |
| 120-0100-1-01-001-000000-00000-0560-00-00-221105 | 124,199.90 | 5,769.66 | 5,769.66 | 5,769.66 | 5,769.66 | 5,769.66 | 5,769.66 | 17,309.98 | 5,769.66 | 5,769.66 | 5,769.66 | 17,309.98 | 5,769.66 | 5,769.66 | 5,769.66 | 17,309.98 |
| 120-0100-1-01-001-000000-00000-0560-00-00-221161 | 409,017.66 | 37,001.49 | 37,001.49 | 37,001.49 | 37,001.49 | 37,001.49 | 37,001.49 | 111,004.47 | 37,001.49 | 37,001.49 | 37,001.49 | 111,004.47 | 37,001.49 | 37,001.49 | 37,001.49 | 111,004.47 |
| Subtotal | 20,000.00 | | | | | | | | | | | | | | | 20,000.00 |
| 120-0100-1-01-001-000000-00000-0560-00-00-221101 | 137,210.52 | | | | | | | | | | | | | | | 137,210.52 |
| 120-0100-1-01-001-000000-00000-0560-00-00-221102 | 18,000.00 | 1,500.00 | 1,500.00 | 1,500.00 | 1,500.00 | 1,500.00 | 1,500.00 | 4,500.00 | 1,500.00 | 1,500.00 | 1,500.00 | 4,500.00 | 1,500.00 | 1,500.00 | 1,500.00 | 4,500.00 |
| 120-0100-1-01-001-000000-00000-0560-00-00-221506 | 40,000.00 | 833.33 | 833.33 | 833.33 | 833.33 | 833.33 | 833.33 | 2,500.00 | 833.33 | 833.33 | 833.33 | 2,500.00 | 833.33 | 833.33 | 833.33 | 2,500.00 |
| 120-0100-1-01-001-000000-00000-0560-00-00-221102 | 54,279.00 | 34,279.00 | 34,279.00 | 34,279.00 | 34,279.00 | 34,279.00 | 34,279.00 | 34,279.00 | 34,279.00 | 34,279.00 | 34,279.00 | 34,279.00 | 34,279.00 | 34,279.00 | 34,279.00 | 34,279.00 |
| 120-0100-1-01-001-000000-00000-0560-00-00-222101 | 6,000.00 | 500.00 | 500.00 | 500.00 | 500.00 | 500.00 | 500.00 | 1,500.00 | 500.00 | 500.00 | 500.00 | 1,500.00 | 500.00 | 500.00 | 500.00 | 1,500.00 |
| 120-0100-1-01-001-000000-00000-0560-00-00-223109 | 11,400.00 | 1,900.00 | 1,900.00 | 1,900.00 | 1,900.00 | 1,900.00 | 1,900.00 | 5,700.00 | 1,900.00 | 1,900.00 | 1,900.00 | 5,700.00 | 1,900.00 | 1,900.00 | 1,900.00 | 5,700.00 |
| 120-0100-1-01-001-000000-00000-0560-00-00-221203 | 10,000.00 | 418.66 | 418.66 | 418.66 | 418.66 | 418.66 | 418.66 | 1,255.98 | 418.66 | 418.66 | 418.66 | 1,255.98 | 418.66 | 418.66 | 418.66 | 1,255.98 |
| 120-0100-1-01-001-000000-00000-0560-00-00-221504 | 10,000.00 | 862.58 | 862.58 | 862.58 | 862.58 | 862.58 | 862.58 | 2,587.74 | 862.58 | 862.58 | 862.58 | 2,587.74 | 862.58 | 862.58 | 862.58 | 2,587.74 |
| 120-0100-1-01-001-000000-00000-0560-00-00-221206 | 5,000.00 | 3,000.00 | 3,000.00 | 3,000.00 | 3,000.00 | 3,000.00 | 3,000.00 | 3,000.00 | 3,000.00 | 3,000.00 | 3,000.00 | 3,000.00 | 3,000.00 | 3,000.00 | 3,000.00 | 3,000.00 |
| 120-0100-1-01-001-000000-00000-0560-00-00-265301 | 7,500.00 | | | | | | | | | | | | | | | 7,500.00 |
| 120-0100-1-01-001-000000-00000-0560-00-00-263301 | 12,000.00 | 1,000.00 | 1,000.00 | 1,000.00 | 1,000.00 | 1,000.00 | 1,000.00 | 3,000.00 | 1,000.00 | 1,000.00 | 1,000.00 | 3,000.00 | 1,000.00 | 1,000.00 | 1,000.00 | 3,000.00 |
| 120-0100-1-01-001-000000-00000-0560-00-00-221201 | 37,200.00 | 2,354.40 | 2,354.40 | 2,354.40 | 2,354.40 | 2,354.40 | 2,354.40 | 7,063.20 | 2,354.40 | 2,354.40 | 2,354.40 | 7,063.20 | 2,354.40 | 2,354.40 | 2,354.40 | 7,063.20 |
| 120-0100-1-01-001-000000-00000-0560-00-00-221503 | 28,252.80 | 2,160.83 | 2,160.83 | 2,160.83 | 2,160.83 | 2,160.83 | 2,160.83 | 6,482.50 | 2,160.83 | 2,160.83 | 2,160.83 | 6,482.50 | 2,160.83 | 2,160.83 | 2,160.83 | 6,482.50 |
| 120-0100-1-01-001-000000-00000-0560-00-00-221401 | 25,930.00 | 2,160.83 | 2,160.83 | 2,160.83 | 2,160.83 | 2,160.83 | 2,160.83 | 6,482.50 | 2,160.83 | 2,160.83 | 2,160.83 | 6,482.50 | 2,160.83 | 2,160.83 | 2,160.83 | 6,482.50 |
| 120-0100-1-01-001-000000-00000-0560-00-00-221105 | 205,000.00 | 14,483.32 | 14,483.32 | 14,483.32 | 14,483.32 | 14,483.32 | 14,483.32 | 43,459.92 | 14,483.32 | 14,483.32 | 14,483.32 | 43,459.92 | 14,483.32 | 14,483.32 | 14,483.32 | 43,459.92 |
| 120-0100-1-01-001-000000-00000-0560-00-00-221105 | 102,797.00 | 2,000.00 | 2,000.00 | 2,000.00 | 2,000.00 | 2,000.00 | 2,000.00 | 6,000.00 | 2,000.00 | 2,000.00 | 2,000.00 | 6,000.00 | 2,000.00 | 2,000.00 | 2,000.00 | 6,000.00 |
| 120-0100-1-01-001-000000-00000-0560-00-00-221502 | 18,000.00 | | | | | | | | | | | | | | | 18,000.00 |
| 120-0100-1-01-001-000000-00000-0560-00-00-223106 | 18,000.00 | 17,475.00 | 17,475.00 | 17,475.00 | 17,475.00 | 17,475.00 | 17,475.00 | 17,475.00 | 17,475.00 | 17,475.00 | 17,475.00 | 17,475.00 | 17,475.00 | 17,475.00 | 17,475.00 | 17,475.00 |
| 120-0100-1-01-001-000000-00000-0560-00-00-222109 | 69,502.00 | 4,300.00 | 4,300.00 | 4,300.00 | 4,300.00 | 4,300.00 | 4,300.00 | 12,900.00 | 4,300.00 | 4,300.00 | 4,300.00 | 12,900.00 | 4,300.00 | 4,300.00 | 4,300.00 | 12,900.00 |
| 120-0100-1-01-001-000000-00000-0560-00-00-221126 | 5,000.00 | | | | | | | | | | | | | | | 5,000.00 |
| 120-0100-1-01-001-000000-00000-0560-00-00-221904 | 94,900.00 | 15,816.66 | 15,816.66 | 15,816.66 | 15,816.66 | 15,816.66 | 15,816.66 | 47,449.98 | 15,816.66 | 15,816.66 | 15,816.66 | 47,449.98 | 15,816.66 | 15,816.66 | 15,816.66 | 47,449.98 |
| 120-0100-1-01-001-000000-00000-0560-00-00-222102 | 10,000.00 | | | | | | | | | | | | | | | 10,000.00 |
| 120-0100-1-01-001-000000-00000-0560-00-00-221126 | 6,900.00 | | | | | | | | | | | | | | | 6,900.00 |
| 120-0100-1-01-001-000000-00000-0560-01-00-262301 | 4,500.00 | | | | | | | | | | | | | | | 4,500.00 |
| 120-0100-1-01-001-000000-00000-0560-00-00-221607 | 5,000.00 | | | | | | | | | | | | | | | 5,000.00 |
| 120-0100-1-01-001-000000-00000-0560-00-00-221804 | 15,000.00 | | | | | | | | | | | | | | | 15,000.00 |
| 120-0100-1-01-001-000000-00000-0560-00-00-221703 | 200,000.00 | 68,666.66 | 68,666.66 | 68,666.66 | 68,666.66 | 68,666.66 | 68,666.66 | 205,999.98 | 68,666.66 | 68,666.66 | 68,666.66 | 205,999.98 | 68,666.66 | 68,666.66 | 68,666.66 | 205,999.98 |
| 120-0100-1-01-001-000000-00000-0560-00-00-223211 | 60,000.00 | 3,500.00 | 3,500.00 | 3,500.00 | 3,500.00 | 3,500.00 | 3,500.00 | 10,500.00 | 3,500.00 | 3,500.00 | 3,500.00 | 10,500.00 | 3,500.00 | 3,500.00 | 3,500.00 | 10,500.00 |
| 120-0100-1-01-001-000000-00000-0560-00-00-221207 | 33,144.00 | 7,786.00 | 7,786.00 | 7,786.00 | 7,786.00 | 7,786.00 | 7,786.00 | 23,358.00 | 7,786.00 | 7,786.00 | 7,786.00 | 23,358.00 | 7,786.00 | 7,786.00 | 7,786.00 | 23,358.00 |
| 120-0100-1-01-001-000000-00000-0560-00-00-221502 | 15,180.00 | 1,265.00 | 1,265.00 | 1,265.00 | 1,265.00 | 1,265.00 | 1,265.00 | 3,795.00 | 1,265.00 | 1,265.00 | 1,265.00 | 3,795.00 | 1,265.00 | 1,265.00 | 1,265.00 | 3,795.00 |
| 120-0100-1-01-001-000000-00000-0560-00-00-221601 | 5,000.00 | 418.66 | 418.66 | 418.66 | 418.66 | 418.66 | 418.66 | 1,255.98 | 418.66 | 418.66 | 418.66 | 1,255.98 | 418.66 | 418.66 | 418.66 | 1,255.98 |
| 120-0100-1-01-001-000000-00000-0560-00-00-222105 | 30,000.00 | 3,000.00 | 3,000.00 | 3,000.00 | 3,000.00 | 3,000.00 | 3,000.00 | 9,000.00 | 3,000.00 | 3,000.00 | 3,000.00 | 9,000.00 | 3,000.00 | 3,000.00 | 3,000.00 | 9,000.00 |
| 120-0100-1-01-001-000000-00000-0560-00-00-222111 | 30,453.00 | | | | | | | | | | | | | | | 30,453.00 |
| 120-0100-1-01-001-000000-00000-0560-00-00-221308 | 40,000.00 | | | | | | | | | | | | | | | 40,000.00 |
| 120-0100-1-01-001-000000-00000-0560-00-00-222101 | 25,860.00 | 10,000.00 | 10,000.00 | 10,000.00 | 10,000.00 | 10,000.00 | 10,000.00 | 30,000.00 | 10,000.00 | 10,000.00 | 10,000.00 | 30,000.00 | 10,000.00 | 10,000.00 | 10,000.00 | 30,000.00 |
| 120-0100-1-01-001-000000-00000-0560-00-00-232221 | 70,871.00 | 5,872.50 | 5,872.50 | 5,872.50 | 5,872.50 | 5,872.50 | 5,872.50 | 17,617.50 | 5,872.50 | 5,872.50 | 5,872.50 | 17,617.50 | 5,872.50 | 5,872.50 | 5,872.50 | 17,617.50 |
| 120-0100-1-01-001-000000-00000-0560-00-00-221402 | 1,706,170.20 | 20,502.01 | 20,502.01 | 20,502.01 | 20,502.01 | 20,502.01 | 20,502.01 | 61,506.04 | 20,502.01 | 20,502.01 | 20,502.01 | 61,506.04 | 20,502.01 | 20,502.01 | 20,502.01 | 61,506.04 |
| 120-0100-1-01-001-000000-00000-0560-00-00-263175 | 2,205,188.06 | 57,503.50 | 57,503.50 | 57,503.50 | 57,503.50 | 57,503.50 | 57,503.50 | 171,004.47 | 57,503.50 | 57,503.50 | 57,503.50 | 171,004.47 | 57,503.50 | 57,503.50 | 57,503.50 | 171,004.47 |
| Grand Total | | | | | | | | | | | | | | | | |

Executive Director

Manager, Administration

Chief

ASST. Manager, Budget